Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021
between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Universidade de Lisboa (University of Lisbon) **Instituto de Educação** (Institute of Education)	**P LISBOA109**	**Central Office (Rectorate)** erasmus@ulisboa.pt +351 210 113 482 +351 210 170 196	Universidade de Lisboa: www.ulisboa.pt
		Prof. Ana Sofia Pinho, Ph.D. Erasmus Coordinator Instituto de Educação, Alameda da Universidade, 1649-013 Lisboa Portugal Tel: +351 21 794 37 85 Email: mobilidade@ie.ul.pt	
		IE	**IE:**

		Contact Person: Andreia Caeiro Telefone | +351 217 943 633 Fax | +351 217 943 408 Email | mobilidade@ie.ul.pt	http://www.ie.ulisboa.pt/portal/page?_pageid=406,1&_dad=portal&_schema=PORTAL
Universidad Internacional de Andalucia	**E SEVILLA05**	**Institutional Coordinator:** Dra. María Antonia Peña Guerrero Phone: +34954462299 ma.pena@unia.es **Departmental Coordinator:** Mercedes Prieto Casas Phone: +34954462299 m.prieto@unia.es	http://www.unia.es/

B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM **[Erasmus code of the sending institution]**	**TO** **[Erasmus code of the receiving institution]**	***Subject area code*** * **[ISCED]**	***Subject area name*** *	***Study cycle*** ***[short cycle, 1st , 2nd or 3rd]***	**Number of student mobility periods** Student Mobility for Studies *[total number of students / total number of months]*
P LISBOA109	E SEVILLA05	011	Education	1st – 2nd	3x6 (Total: 18 months)
E SEVILLA05	P LISBOA109	011	Education	1st – 2nd	3x6 (Total: 18 months)

Staff Mobility per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	*Subject area code* [ISCED]	*Subject area name*	Number of staff mobility periods	
				Staff Mobility for Teaching Number of staff / total days	Staff Mobility for Training Number of staff / total days
E SEVILLA05	P LISBOA109	011	Education	2 (2-5 days, 8 hours teaching)	2 (2-5 days)
P LISBOA109	E SEVILLA05	011	Education	2 (2-5 days, 8 hours teaching)	2 (2-5 days)

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	*Optional: Subject area*	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies *Minimum recommended level: B1*	Staff Mobility for Teaching *Minimum recommended level: B2*
P LISBOA109		Portuguese	Portuguese	B1	B1
E SEVILLA05		Spanish	Spanish	B1	B1

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page].*

D. Additional requirements

E SEVILLA05

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
P LISBOA109	30th July	30th November
E SEVILLA05	30th July	30th November

- Application forms can be found on HISF web-page: http://www.hisf.no/en/home/application_and_admission/exchange_students
- The accepted students will receive via e-mail and mail an admission letter and a document with useful information for their future stay at the HISF

2. E SEVILLA05 will send its decision within 4 weeks.

   to be filled

3. A Transcript of Records will be issued by E SEVILLA05 no later than four weeks after ended studies.

   to be filled

4. Termination of the agreement

   This agreement will go into effect on the date that it is signed by both parties and will be in effect for a period of seven years. Both parties reserve the right to terminate this agreement upon written notice given twelve months prior to the termination date becoming effective.

   Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

E SEVILLA05 use the ECTS Qualification system and ECTS credits

symbol	description	General, qualitative description of valuation criteria
A	Excellent	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking.
B	Very good	A very good performance. The candidate demonstrates sound judgement and a very good degree of independent thinking.
C	Good	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
D	Satisfactory	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
E	Sufficient	A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.
F	Fail	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA109	Andreia Caeiro Telefone | +351 217 943 633 Fax | +351 217 943 408 Email | mobilidade@ie.ul.pt	http://www.ie.ulisboa.pt/portal/page?_pageid=406,1&_dad=portal&_schema=PORTAL
E SEVILLA05	Mercedes Prieto Casas Telefone | +34954462299	www.unia.es

	Fax | +34954462288 Email | m.prieto@unia.es	

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA109	Andreia Caeiro Telefone | +351 217 943 633 Fax | +351 217 943 408 Email | mobilidade@ie.ul.pt	http://www.ie.ulisboa.pt/portal/page?_pageid=406,1&_dad=portal&_schema=PORTAL
E SEVILLA05	Mercedes Prieto Casas Telefone | +34954462299 Fax | +34954462288 Email | m.prieto@unia.es	www.unia.es

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA109	Andreia Caeiro Telefone | +351 217 943 633 Fax | +351 217 943 408 Email | mobilidade@ie.ul.pt	http://www.ie.ulisboa.pt/portal/page?_pageid=406,1&_dad=portal&_schema=PORTAL
E SEVILLA05	Mercedes Prieto Casas Telefone | +34954462299 Fax | +34954462288	www.unia.es

	Email | m.prieto@unia.es	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[1]
P LISBOA109	Prof. Eduardo Pereira Institutional Coordinator		
E SEVILLA05	Dra. María Antonia Peña Guerrero Vicerrectora de Relaciones Internacionales y Grupo La Rábida Teléfono: +34954462299 Email: ma.pena@unia.es	16 de junio 2014	

1 Scanned signatures are accepted